



The Corporation of the City of Courtenay

Council Minutes

Meeting #: R20/2024
Date: November 27, 2024
Time: 4:00 pm
Location: CVRD Civic Room, 770 Harmston Ave, Courtenay

Council Present: B. Wells (Mayor)
W. Cole-Hamilton
D. Frisch
D. Hillian
E. Jolicoeur
M. McCollum
W. Morin

Staff Present: G. Garbutt, City Manager (CAO)
C. Davidson, Director of Engineering Services
A. Langenmaier, Director of Financial Services
S. Saunders, Director of Recreation, Culture & Community Services
K. Shaw, Director of Public Works Services
M. Wade, Director of Development Services
E. Chow, Manager of Legislative Services
J. Tazzioli, Manager of Environmental Engineering
J. Chan, Manager of Business Administration
L. Bourgeois, Deputy Corporate Officer

1. CALL TO ORDER

Mayor Wells called the meeting to order at 4:00 pm and respectfully acknowledged that the meeting was conducted on the Unceded territory of the K'ómoks First Nation, the traditional keepers of this land.

On behalf of Council, the Mayor addressed an incident this week involving vehicles vandalized with racist hate speech.

2. INTRODUCTION OF LATE ITEMS

Without any late items or objections, Council proceeded with the agenda as presented.

3. ADOPTION OF MINUTES

3.1 Regular Council Minutes - November 13, 2024

Moved By Cole-Hamilton

Seconded By Morin

THAT Council adopt the November 13, 2024 Regular Council minutes.

CARRIED

4. DELEGATIONS

4.1 Morrison Creek Fish Passage Remediation

L. Fisher, representing Morrison Creek Streamkeepers, presented a delegation requesting the City remove the barrier to fish passage on Morrison Creek at 1st Street.

4.2 You Are Not Alone (Y.A.N.A.) Fund Society Fee Exemption Request

K. Barnie, Executive Director of the Y.A.N.A. Fund Society, presented a delegation requesting an exemption to the "Corporation of the City of Courtenay Fees and Charges Amendment Bylaw No. 2988, 2024."

5. STAFF REPORTS

5.1 Development Services

5.1.1 Update on Washrooms and Storage Facilities at Connect

Moved By Hillian

Seconded By Frisch

THAT Council receive the report "Update on Washrooms and Storage Facilities at Connect" for information.

CARRIED

5.2 Infrastructure and Environmental Engineering

5.2.1 Integrated Rainwater Management Plan

Laurel Morgan, Stormwater Sector Leader, Kerr Wood Leidal Associates presented the Phase 3 Integrated Rainwater Management Plan.

Moved By Hillian

Seconded By Frisch

THAT Council adopt the Integrated Rainwater Management Plan; and

THAT Council direct staff to staff to implement the recommendations described in the implementation plan, and include budget for related projects in the 5-year financial plan.

CARRIED

5.2.2 Cousins Avenue Road Upgrades

Alex McBride, Project Manager, McElhanney presented the Cousins Avenue Upgrade options.

Moved By McCollum

Seconded By Jolicoeur

THAT Council direct staff to proceed into detailed design with *Option 1 – Standard Option in 2026* pending budget approval.

CARRIED

5.3 Operational Services

5.3.1 Dove Creek Road Closure Request – Access Restriction

Moved By Frisch

Seconded By Cole-Hamilton

THAT Council receive the Dove Creek Road Closure Request report and direct staff to proceed with the implementation of the proposed Access Restriction - Limited Use solution within its annual operational budgets; and

THAT staff be directed to include the Active Transportation improvements in the City's 2025 Cycling Network Plan implementation plan; and

FURTHER THAT the Director of Operational Service be authorized to develop and execute an Operating Agreement between the Comox Valley Regional District and the City of Courtenay to permit seasonal access to the road.

CARRIED

Without objection, the meeting was recessed at 6:20 pm. Mayor Wells reconvened the meeting at 6:48 pm.

5.4 Recreation, Culture and Community Services

5.4.1 Sid Williams Theatre Society Agreements and Discontinuation of the Theatre Ticket Surcharge Reserve

Richard Clarke, President of the Sid Williams Theatre Society, presented an overview of the 2023-2025 theatre activities.

Moved By Hillian

Seconded By Frisch

THAT Council authorize staff to execute the attached licence to occupy agreement between the City of Courtenay and Sid Williams Theatre Society for the occupation and use of a portion of the property located at 442 Cliffe Avenue and 410 Cliffe Avenue, Courtenay, British Columbia, legally described as:

PID: 006-240-224: Lot 2, Section 61, Comox District, Plan 3189

PID: 006-240-151: Lot 1, Section 61, Comox District, Plan 3189

PID: 009-159-029: Lot 55, Section 61, Comox District, Plan 311

PID: 009-159-070: Lot 58, Section 61, Comox District, Plan 311

PID: 009-159-142: Lot 59, Section 61, Comox District, Plan 311

PID: 009-159-169: Lot 60, Section 61, Comox District, Plan 311

PID: 009-159-185: Lot 61, Section 61, Comox District, Plan 311

PID: 009-159-207: Lot 62, Section 61, Comox District, Plan 311; and

THAT Council authorize staff to execute the attached Management and Operating Grant Fee for Service agreement between the City of Courtenay and Sid Williams Theatre Society for the management and operation of a 500 seat community and professional performing arts theatre.

CARRIED

Moved By Hillian
Seconded By Frisch

THAT Council authorize the discontinuation of the Theatre Ticket Surcharge Reserve and the balance of the Theatre Ticket Surcharge Reserve be transferred to the Sid Williams Theatre Society, subject to staff receiving and approving the Society's Theatre Ticket Surcharge Reserve policy.

CARRIED

5.4.2 Sid Williams Theatre Society Lighting Grid Upgrade Funding Request

Deb Renz, General Manager of the Sid Williams Theatre, provided an overview of the theatre's history, highlighted its improvements and challenges, and urged the City to support the Sid Williams Theatre Society's Lighting Grid Upgrade.

Moved By Hillian
Seconded By Frisch

THAT Council authorize a grant in the amount of \$100,000 to be paid to the Sid Williams Theatre Society and applied to the Sid Williams Theatre Lighting Grid Upgrade project, funded from the Gaming fund.

CARRIED

6. EXTERNAL REPORTS AND CORRESPONDENCE

6.1 Letter from Comox Valley Regional District (CVRD) regarding extension of the pump station discharge permit

Moved By Jolicoeur
Seconded By Hillian

THAT Council approve the Comox Valley Regional District's request to extend the pump station discharge permit from December 15, 2024 to February 28, 2025.

CARRIED

6.2 Letter from Tracey Clarke, Executive Director, Comox Valley Chambers

Moved By Frisch

Seconded By Cole-Hamilton

THAT Council receive the correspondence from the Comox Valley Chamber of Commerce for information.

CARRIED

7. INTERNAL REPORTS AND CORRESPONDENCE

7.1 Research Project - College and Community Social Innovation Fund Grant

Yue-Ching Cheng, Department Chair of Recreation Studies, Langara College, highlighted that smaller rural communities face distinct challenges compared to major metropolitan areas. He emphasized that the research findings will provide valuable insights for Canadian society as a whole.

Moved By Cole-Hamilton

Seconded By McCollum

THAT Council receive the “Research Project - College and Community Social Innovation Fund Grant” briefing note.

CARRIED

8. UNFINISHED BUSINESS

8.1 Delegation – A. Soldevila, Adventure Forest School – Requesting Installation of a Crosswalk and Sidewalk on Mansfield Drive

Moved By Hillian

Seconded By Frisch

THAT Council direct staff to inform A. Soldevila, Adventure Forest School, of opportunities to collaborate on future traffic calming initiatives in their area.

CARRIED

9. COUNCIL REPORTS

9.1 Councillor Cole-Hamilton

No report provided.

9.2 Councillor Frisch

No report provided.

9.3 Councillor Hillian

No report provided.

9.4 Councillor Jolicoeur

No report provided.

9.5 Councillor McCollum

Councillor McCollum submitted a report of activities, see agenda.

9.6 Councillor Morin

No report provided.

9.7 Mayor Wells

Mayor Wells reviewed his attendance at the following events:

- Attended the SD71 Youth Climate Action Summit on November 14, 2024.
- Participated in the Housing Central Conference in Vancouver from Nov 18-20, 2024, which included attending the "Advocacy to Action" session hosted by the BC Non-Profit Housing Association's Policy Team.
- Toured a complex care facility in Vancouver with Lookout Society, gaining valuable insights and lessons learned.
- Met with the Director General from the Taipei Economic and Cultural Office (TECO) on Friday, November 22, 2024.

10. IN CAMERA RESOLUTION

Moved By Frisch

Seconded By Cole-Hamilton

THAT Council close the meeting to the public pursuant to the following subsections of the *Community Charter*:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality; and

(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality; and

(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED

The in camera portion of the meeting began at 7:35 pm.

11. ADJOURNMENT

Following the conclusion of the in camera portion of the meeting, Mayor Wells terminated the meeting at 10:00 pm.

CERTIFIED CORRECT

Adopted by Council [MONTH] [DAY], 2024

Mayor Bob Wells

Corporate Officer